

CITY OF GOSHEN, INDIANA

POSITION DESCRIPTION

Department or Office: Parks & Recreation Department

Position: Laborer-Semiskilled (Pool Operations)

Status: Seasonal

Date of Announcement: March 19, 2018

Application Deadline: Until position is filled

Under the direction of the Recreation Supervisor, the director manages the day-to-day operations of the Shanklin Pool. This position supports the Park Department staff in their efforts to provide and conduct various programs, events and activities within Goshen City Parks.

Essential duties and responsibilities:

The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive.

- Conduct opening and closing of the pool, supervise use of the public address system, and implement all pool procedures.
- Responsible for training, directing, scheduling, and supervising the aquatic staff.
- Supervise and monitor the daily filtration of the pools to include conducting chemical tests, controlling the chlorine and chemical content of the water, maintaining the pump and back washing as needed.
- Oversee accounting of daily admission and season pass revenue and supervise the recording and deposit of pool data and money.
- Responsible for purchase of inventories and monitoring concession inventory.
- Oversee and monitor restrooms, pool area and pool grounds.
- Performs other duties as assigned.

Requirements:

- Must be at least 18 years old.
- Must have passed the Elkhart County exam to operate a pool.
- Must pass Elkhart Person in Charge Health Test.
- Must have high school diploma or equivalent.
- Must have the ability to recognize safety hazards and take the necessary measures to remedy them.
- Must possess the disciplinary and motivational skills to effectively control and maximize the efforts of the aquatic staff.
- Must possess the knowledge and ability to supervise the mechanics of proper life guarding.
- Must have the ability to effectively deal with the public.
- Must have Lifeguard Certification and CPR/First Aid Certification.
- W.S.I. Certification, Red Cross Lifeguard, preferred.
- Must be available to work 05/14/2018 to 09/05/2018 (approx.)
- Some weekend and/or evening hours may be required.

Rate of Pay:

\$13.00/hour

Applications available in Human Resources, 204 E. Jefferson St., Goshen or online at www.goshenindiana.org. Click Job Opportunities.

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